

# CITY OF BURIEN, WASHINGTON MEMORANDUM

**DATE:** December 11, 2008  
**TO:** Mayor McGilton and City Council  
**FROM:** Scott Greenberg, AICP, Community Development Director  
**SUBJECT:** Quarterly Permit Activity Report—3rd Quarter 2008

## 1. CONSTRUCTION-RELATED PERMITS ISSUED—QUARTERLY:

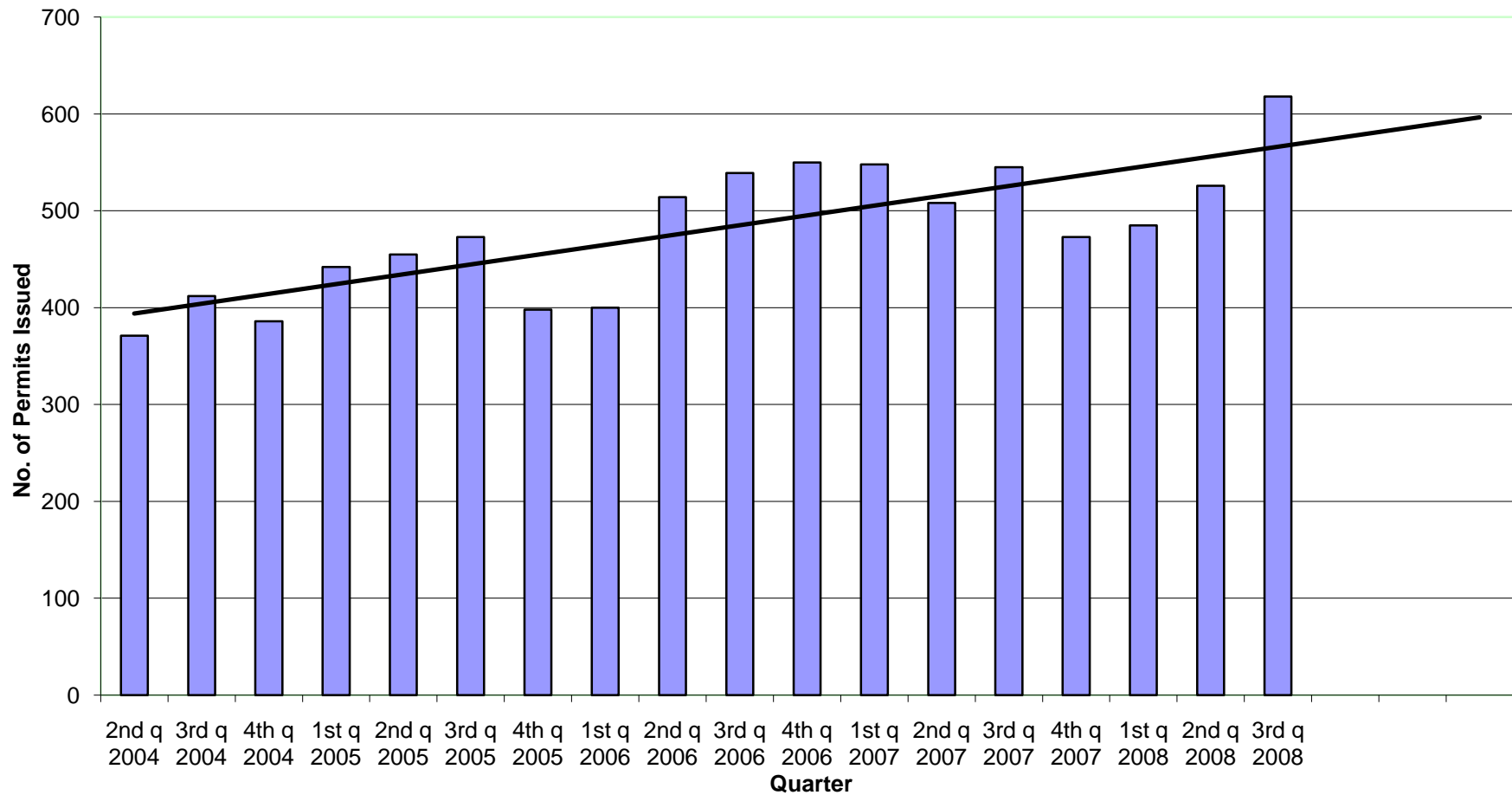
The chart below shows the number of different construction-related permits issued over the past two years, along with the revenues generated by those permits. Despite the economic downturn, permitting activity continues to be healthy. The first half of 2008 set several records for permitting including highest construction valuation (\$66.6 million) and most number of building permits issued (279). The construction valuation for the 2<sup>nd</sup> quarter was also a record (\$54.8 million) and was higher than the construction valuation for all of 2005. The third quarter saw a record for number of permits issued (618) and the third highest valuation (over \$25 million). The valuation figures were driven by new construction at Highline Hospital and Town Square. The number of permits was driven by residential remodels and commercial tenant improvements. Collected permit revenues so far in 2008 (\$930,206) have exceeded budget projections and are higher than revenues from all of 2007. **Based on available 4<sup>th</sup> quarter data, 2008 will be a record year for number of permits issued, permit revenues and permit valuation.**

ISSUED PERMITS	2nd q 2006	3rd q 2006	4th q 2006	1 <sup>st</sup> q 2007	2nd q 2007	3rd q 2007	4th q 2007	1st q 2008	2nd q 2008	3rd q 2008
Building	117	128	98	62	100	92	81	123	156	139
Demolition	2	3	2	12	8	15	5	10	13	14
Electrical	162	150	178	242	191	187	165	156	168	212
Fire Protection	13	16	20	25	8	24	19	14	20	19
Mechanical	61	73	66	61	61	65	66	49	47	69
Plumbing	30	33	42	21	26	28	42	39	28	44
Right-of-Way	90	95	113	107	85	108	72	74	72	96
Sign	39	41	31	18	29	26	23	20	22	25
<b>TOTALS</b>	<b>514</b>	<b>539</b>	<b>550</b>	<b>548</b>	<b>508</b>	<b>545</b>	<b>473</b>	<b>485</b>	<b>526</b>	<b>618</b>
Revenues	\$247,229	\$305,063	\$304,006	\$295,110	\$229,807	\$177,751	\$213,513	\$243,162	\$443,654	\$243,390
Valuation (\$millions)	\$25.082	\$21.835	\$12.360	\$37.016	\$16.685	\$25.180	\$18.695	\$11.840	\$54.762	\$25.206

## CONSTRUCTION-RELATED PERMITS ISSUED--ANNUAL SUMMARY:

	2005	2006	2007	2008 (thru 9/30)
Permits Issued	1768	2003	2074	1629
Total Revenues	\$683,345	\$1,005,796	\$916,181	\$930,206
Total Valuation	\$39,484,000	\$65,308,000	\$97,574,866	\$91,808,495

### Quarterly Permit Issuance



## 2. CONSTRUCTION-RELATED PERMITS—PROGRESS IN MEETING TARGET APPROVAL DATES

The Community Development Department has adopted a set of “target approval dates” for the review and approval of many of our construction-related permits. These timelines are goals that we strive to meet on a daily basis. We have been tracking progress in meeting these goals since October, 2006. The following chart shows types of permits that are being tracked along with the review target and what percentage of these permits were reviewed and approved within the established target. In the 3rd quarter we issued 97% of permits “on-time”. The review periods exclude time the city was waiting for an applicant to respond to a correction letter, and time the applicant requested we hold the permit after it was approved for issuance (common with large multi-permit projects). We recently increased the targets for electrical, mechanical and plumbing permits requiring plan reviews to match the targets for issuance of a building permit since these are often submitted as a combined permit. However, most electrical, plumbing and mechanical permits are issued over-the-counter.

ISSUED PERMITS	Target Approval Date	1 <sup>st</sup> q 2007	2 <sup>nd</sup> q 2007	3 <sup>rd</sup> q 2007	4 <sup>th</sup> q 2007	2007 Totals	1 <sup>st</sup> q 2008	2nd q 2008	3rd q 2008
<b>Building Permits</b>									
Single-Family New	6 weeks	83%	89%	82%	86%	<b>85%</b>	80%	56%	80%
Single-Family Addition	6 weeks	100%	96%	100%	93%	<b>97%</b>	100%	94%	60%
Single-Family Remodel	4 weeks	100%	89%	88%	96%	<b>92%</b>	97%	95%	98%
Multi-Family/Commercial New	10 weeks	100%	50%	100%	n/a	<b>80%</b>	100%	83%	100%
Multi-Family/Commercial Tenant Improvement	6 weeks	93%	100%	100%	100%	<b>99%</b>	93%	94%	100%
<b>Building Permits--TOTAL</b>		<b>95%</b>	<b>93%</b>	<b>92%</b>	<b>96%</b>	<b>94%</b>	<b>94%</b>	<b>92%</b>	<b>94%</b>
<b>Other Permits</b>									
Electrical Permits	<i>No plan review: Same day approval Plan review: 6-10 weeks</i>	100%	100%	100%	99%	<b>100%</b>	98%	98%	100%
Mechanical Permits	<i>No plan review: Same day approval Plan review: 6-10 weeks</i>	100%	92%	100%	100%	<b>98%</b>	96%	100%	99%
Plumbing Permits	<i>No plan review: Same day approval Plan review: 6-10 weeks</i>	100%	100%	93%	95%	<b>97%</b>	95%	93%	95%
Sign Permits	2 weeks	100%	97%	92%	83%	<b>93%</b>	100%	95%	96%
<b>ALL PERMITS</b>		<b>99%</b>	<b>97%</b>	<b>97%</b>	<b>97%</b>	<b>98%</b>	<b>97%</b>	<b>95%</b>	<b>97%</b>

### 3. E-PERMITS

In the 4<sup>th</sup> quarter of 2006, the City began accepting and issuing simple electrical, mechanical, plumbing and re-roof permit applications online through <http://www.mybuildingpermit.com>. Online submittal and issuance of permits is an expanding technology that directly benefits our customers.



As shown below, the number of applications being submitted and issued online has been increasing over the past 12 months. The percentages shown are percent of the total number of permits of that type that were issued. Not all permits or permit types are currently eligible for online permitting (such as building permits, sign permits and other permits that require plan review). While our number of online permits currently represent a small portion of the total permits we issue, we expect online use to continue to grow and are working with our e-gov alliance partners to expand the online permit program to other types of permits. We are about average compared to our e-gov partners in the percentage of permits being submitted online.

E-PERMITS ISSUED	4 <sup>th</sup> q 2006	1 <sup>st</sup> q 2007	2 <sup>nd</sup> q 2007	3 <sup>rd</sup> q 2007	4 <sup>th</sup> q 2007	2007 Totals	1 <sup>st</sup> q 2008	2 <sup>nd</sup> q 2008	3 <sup>rd</sup> q 2008
Building (Re-roof)	0	0	0	1	1	2	6	0	1
Electrical	6 (4%)	10 (4%)	27 (14%)	33 (17%)	26 (16%)	96 (13%)	35 (22%)	32 (20%)	15 (%)
Mechanical	6 (10%)	23 (38%)	21 (34%)	28 (32%)	32 (48%)	104 (46%)	25 (58%)	26 (60%)	21 (%)
Plumbing	8 (20%)	6 (30%)	7 (27%)	7 (25%)	11 (26%)	31 (32%)	15 (63%)	7 (29%)	4 (%)
<b>TOTALS</b>	<b>20 (5%)</b>	<b>39(10%)</b>	<b>55 (13%)</b>	<b>69 (25%)</b>	<b>70 (26%)</b>	<b>233 (22%)</b>	<b>75 (46%)</b>	<b>65 (29%)</b>	<b>41 (%)</b>

### 4. MAJOR CONSTRUCTION PERMITS ISSUED IN 3RD QUARTER (over \$400,000 valuation; excluding single-family):

Permit No.	Address	Project or Applicant	Project Description	Valuation	Issued
ELE-08-0693	16251 Sylvester Rd.	Highline Community Hospital	Elect. permit for new Medical Office Building/Birch Wing	\$3,830,000	7/21/08
PLM-08-1398	16251 Sylvester Rd.	Highline Community Hospital	Plumbing permit for Main Plant	\$500,000	7/24/08
PLM-08-1393	16251 Sylvester Rd.	Highline Community Hospital	Plumb. permit for new Med. Office Building/Birch Wing	\$2,210,000	9/8/08
PLM-08-0691	16251 Sylvester Rd.	Highline Community Hospital	Plumb. permit for new Med. Office Building/Birch Wing	\$3,600,000	9/29/08
MEC-08-0692	16251 Sylvester Rd.	Highline Community Hospital	Mechanical permit for new Med. Office Bldg/Birch Wing	\$3,270,000	9/29/08
ELE-08-1139	16251 Sylvester Rd.	Highline Community Hospital	Elect. permit for energy plant expansion	\$1,296,000	9/29/08
MEC-08-1143	16251 Sylvester Rd.	Highline Community Hospital	Mechanical permit for energy plant expansion	\$847,434	9/29/08
BLD-07-1495	13409 Ambaum SW	Puwp, LLC	Demolition permit for existing building	\$450,000	8/8/08
BLD-08-0858	238 S. 162 <sup>nd</sup> St.	Miller Creek Junction	Building permit for new 6,237 s.f. office building	\$405,405	9/10/08
ELE-08-1633	209 SW 148 <sup>th</sup> St.	Burien Transit Center	Electrical permit for new transit center	\$764,000	9/16/08

## 5. CONSTRUCTION INSPECTIONS:

Burien has three full-time inspectors. These inspectors perform a variety of building, electrical, plumbing and mechanical inspections in addition to performing plan reviews and assisting with public information. Inspection requests can be called into a voice mail system (206-248-5525), or now submitted online through the City's website or My Building permit.com.

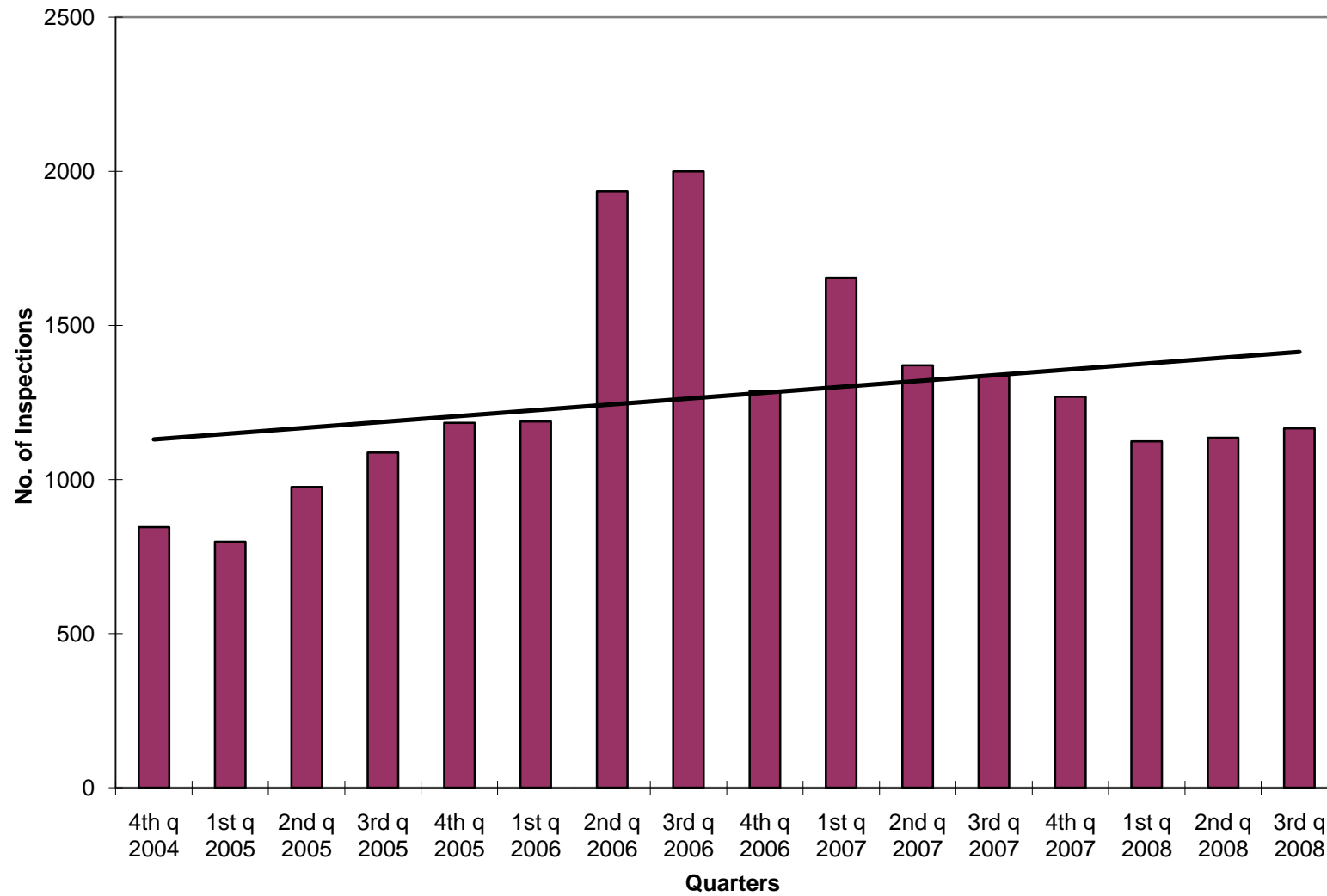
INSPECTIONS	2005 Totals	1st q 2006	2nd q 2006	3rd q 2006	4th q 2006	2006 Totals	1 <sup>st</sup> q 2007	2nd q 2007	3rd q 2007	4th q 2007	2007 Totals	1 <sup>st</sup> q 2008	2 <sup>nd</sup> q 2008	3rd q 2008
No. of Inspections	<b>4046</b>	1189	1936	2000	1289	<b>6414</b>	1655	1371	1335	1269	<b>5630</b>	1124	1136	1166
No. of work days	<b>251</b>	62	64	63	60	<b>249</b>	62	64	63	62	<b>251</b>	62	64	64
Average No. of inspections per day per inspector	<b>8.1</b>	6.4	10.1	10.6	7.2	<b>8.6</b>	8.9	7.1	7.1	6.8	<b>7.5</b>	6.0	5.9	6.1
No. of inspectors	<b>2.0</b>	3.0	3.0	3.0	3.0	<b>3.0</b>	3.0	3.0	3.0	3.0	<b>3.0</b>	3.0	3.0	3.0

## 6. NORMANDY PARK PLAN REVIEWS AND INSPECTIONS:

In January, 2006, Burien began providing plan review and inspection services to the City of Normandy Park. These services are provided by Burien's Building Official and our three inspectors. Third quarter activities for Normandy Park set records for number of plan reviews and inspections. The following chart shows the number of plan reviews and inspections performed by Burien staff on behalf of Normandy Park:

INSPECTIONS	3 <sup>rd</sup> q 2006	4th q 2006	2006 Totals	1 <sup>st</sup> q 2007	2 <sup>nd</sup> q 2007	3rd q 2007	4th q 2007	2007 Totals	1 <sup>st</sup> q 2008	2 <sup>nd</sup> q 2008	3 <sup>rd</sup> q 2008
No. of Plan Reviews	29	6	48	17	21	16	23	77	15	19	50
No. of inspections	200	205	672	221	272	402	347	1242	392	333	424
No. of work days in quarter	63	60	249	62	64	63	62	251	62	64	64
Average No. of inspections per day	3.2	3.5	2.7	3.6	4.3	6.4	5.6	4.9	6.3	5.2	6.6

### Inspections Per Quarter



## 7. LAND USE PRE-APPLICATION MEETINGS:

Pre-application meetings are required for most planning and land use-related actions. Meetings are held every other Thursday for up to 4 pre-application reviews. Staff from planning, building, public works, fire, and police attends as needed to discuss fatal flaws and to identify various requirements for a proposed development. A written report is provided to the applicant, as well as meeting minutes. Although this service requires a substantial amount of staff time, it has proven to be valuable to both the applicant and the city and helps to expedite the formal review later in the process. The number of pre-app meetings has been declining over the past 3 years. This seems to indicate that people are not starting as many projects as before, probably due to economic pressures and the relative scarcity of easily developable land. The following chart shows the number of pre-application reviews by project type.

Pre-Application Project Type	2005 Totals	1 <sup>st</sup> q 2006	2 <sup>nd</sup> q 2006	3rd q 2006	4 <sup>th</sup> q 2006	2006 Totals	1 <sup>st</sup> q 2007	2 <sup>nd</sup> q 2007	3rd q 2007	4th q 2007	2007 Totals	1 <sup>st</sup> q 2008	2 <sup>nd</sup> q 2008	3rd q 2008
Short Plat (4 or fewer lots)	28	3	7	4	4	18	6	3	2	3	14	4	1	2
Subdivision (5 or more lots)	3	0	4	2	1	7	0	3	1	1	5	1	2	1
Multi-Family	4	0	1	0	3	4	1	0	0	0	1		2	2
Critical Area Review—Single-Family	19	3	4	2	2	11	2	4	4	7	17	1	3	
Critical Area Review—Other	2	0	2	0	1	3	1	0	0	0	1		1	1
Commercial/Mixed Use—New	14	1	2	3	1	7	2	4	0	2	8	3	1	1
Commercial/Mixed Use—Addition, Renovation	3	1	1	2	0	4	3	0	3	1	7		1	1
Change of Use	3	0	1	0	0	1	1	0	0	0	1	1		
Other	7	3	2	2	3	10	1	1	0	0	2	2	2	
<b>TOTALS</b>	<b>83</b>	<b>11</b>	<b>24</b>	<b>15</b>	<b>15</b>	<b>65</b>	<b>17</b>	<b>15</b>	<b>10</b>	<b>14</b>	<b>56</b>	<b>12</b>	<b>13</b>	<b>8</b>

## 8. LAND USE APPLICATIONS:

We received the following types of planning and land use applications, categorized as shown below.

<b>Project Type</b>	<b>2005 TOTALS</b>	<b>2006 TOTALS</b>	<b>1<sup>st</sup> Q 2007</b>	<b>2<sup>nd</sup> Q 2007</b>	<b>3rd Q 2007</b>	<b>4th Q 2007</b>	<b>2007 TOTALS</b>	<b>1<sup>st</sup> Q 2008</b>	<b>2<sup>nd</sup> Q 2008</b>	<b>3<sup>rd</sup> Q 2008</b>
Accessory Dwelling Unit	11	3	1	4		6	11	5	1	
Critical Area Review—Admin.	1	5	1	3		3	7	1	1	
Critical Area Review—Type 1	7	3	2				2		1	
Lot Line Adjustment	7	2	7	3	3	2	15	1	1	2
Land Use Review—Type 1	9	15	2	2	5		9	1	1	2
Land Use Review—Type 2	3	0			1		1		1	
Land Use Review—Type 3	2	3					0			
Master Sign Plan	1	1	1				1	1		1
Multi-Family Tax Exemption	0	0	1				1			
Rezone	0	1					0			
Shoreline Exemption	2	4		2	3	2	7	1		1
Short Plat--Preliminary	18	11	5	1	4	1	11	2	1	2
Short Plat--Final	8	9	4	3	2	6	15	1	2	2
Subdivision--Preliminary	3	3		1	2	1	4			2
Subdivision--Final	1	3					0			
Tree Removal Permit	15	16	2	5	5	5	17	2	4	2
Temporary Use Permit	13	9		3	3	1	7		2	1
<b>TOTALS</b>	<b>101</b>	<b>88</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>27</b>	<b>108</b>	<b>15</b>	<b>15</b>	<b>15</b>



## 9. LAND USE DECISIONS:

We issued 8 planning/land-use related decisions in the 3rd quarter of 2008. The following lists the planning and land use-related decisions that have target issuance dates.

APPLICANT	PERMIT NUMBER	REVIEW PROCESS	REVIEW TARGET (days)	CITY REVIEW TIME (days)	MET TARGET?
Engdahl Critical Area Review	PLA-08-0080	Type I Land Use Review	120	125	No
Benjaminson Variance	PLA-08-0383	Type I Land Use Review	120	96	Yes
Burien Landslide Group SEPA	PLA-08-1536	Type I SEPA Review	60	89	No
Highline-WS Apartments	PLA-08-0579	Type II Land Use Review	120	111	Yes
Env. Science Center	PLA-08-0609	Type I Land Use Review	120	105	Yes
Fred Ashbaugh SEPA	PLA-08-0980	Type I SEPA Review	60	63	No
James Nguyen Short Plat	PLA-08-0722	Short Plat—Type 1	120	97	Yes
AT&T Mobility	PLA-08-1738	Type I Land Use Review	120	54	Yes
<b>AVERAGE</b>				<b>93</b>	
<b>MEDIAN</b>				<b>96.5</b>	

Type I Review: Administrative (Director) decision

Type II Review: Hearing Examiner hearing and decision

Type III Review: Hearing Examiner recommendation and City Council decision

## LAND USE DECISIONS--ANNUAL SUMMARY:

	2000	2001	2002	2003	2004	2005	2006	2007	2008 (thru Sept)
Number of Decisions Issued	16	14	34	20	28	43	34	30	14
Percent Issued By Target Date	69%	50%	65%	68%	79%	74%	79%	67%	58%